

AMENDMENT OF SOLICITATION

1. AMENDMENT

A004

2. EFFECTIVE DATE

July 3 , 2013

3. REQUISITION NO. / P.O. NO.

N/A

4. ISSUED BY

FINANCIAL SERVICES / PURCHASING DIVISION
CITY OF EL PASO
300 N. CAMPBELL, 1st. FLOOR
EL PASO, TEXAS 79901

5A. AMENDMENT OF SOLICITATION NO. **2013-135R**

TITLED: Environmental Laboratory Services for Air Quality

5B. BID DUE DATE:

JULY 17, 2013

6. THIS ITEM ONLY APPLIES TO AMENDMENTS OF SOLICITATIONS

The hour and date specified for receipt of offers ☒ is extended
(ORIGINAL DUE DATE: JUNE 19, 2013)

All amendments must be acknowledged on the "SOLICITATION OF OFFERS". Failure to do so may be cause for rejection of offer.

7. DESCRIPTION OF AMENDMENT

1. Extend Solicitation to July 17, 2013.
2. Delete and discard original pages; first two cover pages and Page 5 and replace with Page 5-R4 attached. Revisions are highlighted.

EXCEPT AS PROVIDED HEREIN, ALL TERMS AND CONDITIONS OF THE DOCUMENTS, AS HERETOFORE CHANGED, REMAIN UNCHANGED AND IN FULL FORCE AND EFFECT.

8. CITY OF EL PASO

BRUCE D. COLLINS
PURCHASING MANAGER

BY _____/S/_____

Virginia Venegas
Procurement Analyst

REQUEST FOR QUALIFICATIONS

ISSUED BY

THE CITY OF EL PASO

FINANCIAL SERVICES / PURCHASING DIVISION

SOLICITATION NO: 2013-135R

DATE ISSUED: JUNE 4, 2013

**TITLE: ENVIRONMENTAL LABORATORY SERVICES FOR AIR QUALITY
ENVIRONMENTAL SERVICES**

An original, signed, sealed, OFFER to furnish the goods and/or services set forth below will be received at the place indicated below, until:
2:00 PM, local time, **WEDNESDAY, JULY 17, 2013**

NOTICE When used in Request for Proposals, the terms 'Offer' and 'Proposal' and 'Offeror' and 'Vendor' are interchangeable.

**ADDRESS OFFERS TO:
PURCHASING MANAGER
FINANCIAL SERVICES / PURCHASING DIVISION
CITY OF EL PASO**

MAIL TO:

**CITY OF EL PASO
FINANCIAL SERVICES DEPARTMENT/PURCHASING DIVISION
300 N. CAMPBELL, 1ST FLOOR
EL PASO, TX 79901-1153**

OR

HAND DELIVER TO:

**CITY OF EL PASO
PURCHASING DIVISION, 1ST FLOOR
300 N. CAMPBELL
EL PASO, TX 79901**

FOR ADDITIONAL INFORMATION CONCERNING THIS SOLICITATION, CONTACT:
VIRGINIA VENEGAS, PROCUREMENT ANALYST
Telephone: [915] 541-4654 FAX: [915] 541-4347 Email: venegasVA@elpasotexas.gov

EXPIRATION OF OFFERS

The Offeror agrees, to furnish all items [supplies or services] at the prices offered, and delivered at the designated point or points, within the time set forth below, if this offer is accepted within ONE HUNDRED TWENTY [120] consecutive days from the date set for the receipt of offers.

AMENDMENTS TO SOLICITATION

Receipt of all numbered amendments to Solicitations must be acknowledged:

<u>AMENDMENT</u>	<u>DATED</u>	<u>AMENDMENT</u>	<u>DATED</u>	<u>AMENDMENT</u>	<u>DATED</u>	<u>AMENDMENT</u>	<u>DATED</u>
A001	_____	A002	_____	A003	_____	A004	_____
A005	_____	A006	_____	A007	_____	A008	_____

OFFER SUBMITTED BY

COMPANY NAME AS IT APPEARS ON ORGANIZATION CERTIFICATE ISSUED BY STATE IN WHICH COMPANY WAS ORGANIZED)

STREET ADDRESS

P.O. BOX NUMBER

CITY, STATE AND ZIP CODE

TELEPHONE NUMBER

FAX NUMBER

E-Mail address

PLEASE CHECK PREFERRED ADDRESS FOR RECEIVING SOLICITATION DOCUMENTS.

OFFER EXECUTED BY [PLEASE PRINT]

NAME AND TITLE OF PERSON AUTHORIZED TO OBLIGATE COMPANY

SIGNATURE AND DATE OF OFFER

WITHOUT AN ORIGINAL SIGNATURE ON THIS OR OTHER DOCUMENT BINDING THE OFFEROR, THE OFFER WILL BE REJECTED

NOTE: AWARD OF THE CONTRACT RESULTING FROM THIS SOLICITATION WILL BE MADE **TO THE SUCCESSFUL OFFEROR** BY AN AUTHORIZED WRITTEN NOTICE, WHICH MAY BE IN THE FORM OF A LETTER NOTICE OF AWARD OR A PURCHASE ORDER ISSUED BY THE CITY OF EL PASO. THIS IS A ONE TIME CONTRACT ☐

CITY OF EL PASO, TEXAS

RFP: 2013-135R

REQUEST FOR QUALIFICATIONS

FOR

**ENVIRONMENTAL LABORATORY SERVICES
FOR AIR QUALITY**

DUE DATE: JULY 17, 2013

2.3.2 Request for Clarification

In order to meet the City's schedule it is extremely important that requests for clarification or additional information be submitted in writing no later than **June 13, 2013**. Questions submitted after this date may not elicit a response. All proposals or requests for clarification should be sent to the following:

BY E-MAIL

VIRGINIA VENEGAS
PROCUREMENT ANALYST
Fax: (915) 541-4347
Email: venegasVA@elpasotexas.gov

IN WRITING (MAIL OR HAND DELIVERY)

City of El Paso
Financial Services Department/Purchasing Division
300 N. Campbell, 1ST Floor
El Paso TX 79901-1153
Attn: VIRGINIA VENEGAS

2.4 Schedule of Events

The following Schedule of Events represents the City's estimate of the timetable that will be followed in connection with this solicitation:

EVENTS	DATE AND/OR TIME
Release Request for Qualifications	06/04/2013 & 06/11/2013
Last Day for Offerors to Submit Written Questions	06/13/2013
Answers provided	06/18/2013
Submission of proposals	07/17/2013
Evaluations	Week of 07/22/2013
Negotiations	TBD
Contract Award Date	08/13/2013

The City reserves the right, at its sole discretion, to adjust this Schedule of Events as it deems necessary. If necessary, the City will communicate adjustments to any event in the Schedule of Events in the form of an amendment. Amendment to this RFQ will only be issued and posted on the City's website at: http://www.elpasotexas.gov/financial_services/invitations.asp

2.5 Contract Period (Initial and Option Terms)

The initial term of the Contract will be for: **THIRTY SIX (36) MONTHS**. The contract will include options for the City to extend the contract, at the sole discretion of the City, for an additional one (1) year period, subject to City and the successful Respondent negotiating fees and other terms that are mutually acceptable to the parties.

2.6 Notices of Instruction to Offerors

1. Signature of Offer to person Authorized to Sign

All offers shall bear an original signature, in ink, of a responsible officer or agent of the company. Failure to sign the OFFER portion of the SOLICITATION, OFFER AND AWARD form, or to include a substitute signed document binding the offeror, will be the basis for declaring a proposal non-responsive.